

## Appendix 2: Definition of Term

Accrual Needs	The modernization and capital improvement needs that are projected to accrue over time at a public housing development that must be addressed for the development to meet HUD's modernization and energy conservation standards.
Act	The U.S. Housing Act of 1937 (42 U.S.C. 1547 <u>et. seq.</u> ).
Annual Contributions Contract (ACC)	The written contract, in the form prescribed by HUD, between HUD and a PHA under which HUD agrees to provide assistance for a public housing project and the PHA agrees to comply with HUD requirements.
Asset-Repositioning Fee	Pursuant to 24 CFR § 990.190, a fee provided to a PHA (as a phase-out of operating subsidy) for developments or entire buildings approved by HUD for demolition and/or disposition. See Appendix 13.
Cost Analysis	The analysis comparing the costs to the PHA of operating public housing to the costs to the PHA of providing tenant-based or project-based assistance to those residents. To conduct the cost analysis, PHAs should use Calculation Rule and spreadsheet available on HUD's website. Note that the cost analysis is different for required and voluntary conversions.
Conversion Cost Methodology Rule	The final rule for PHAs to use to conduct the Cost Analysis. The Calculation Rule was published in the Federal Register as an appendix to 24 CFR Part 972 on March 20, 2006, with an effective date of April 20, 2006).
Conversion Assessment	PHAs applying for voluntary conversion for a development must prepare this assessment in accordance with 24 CFR § 972.218 and submit it to HUD with their next PHA Plan or Annual MTW Plan. It must include the following five (5) components: (1) Cost Analysis; (2) Analysis of Market Value; (3) Analysis of Rental Market Conditions; (4) Impact Analysis; and (5) Conversion Implementation.
Demolition/Disposition Voucher Notice	The PIH handbook, notice or other HUD instructions on the issuance tenant protection public housing relocation vouchers
Designated Housing Plan	A HUD approved plan that authorizes a PHA to designate units or developments for elderly families only, disabled families only, or elderly and disabled families.
General Occupancy	Units or developments that are not restricted for use by a special population, such as the elderly or persons with a disability,

Housing Choice Voucher Program	Current Federal tenant-based assistance program that PHAs must use for comparing the costs of administering tenant-based assistance vs. the cost of operating the same number of public housing units.
MTW Annual Plan	The Plan most Moving to Work (MTW) PHAs are required to submit to HUD annually as mandated by the MTW Agreement executed between HUD and each MTW agency.
Office of Public Housing Investments (OPHI)	HUD Office with the delegated authority to approve voluntary and required conversion plans.
PHA Plan	The Annual PHA Plan and/or 5-Year PHA Plan (including any Significant Amendment to 5-Year Plans) that non-MTW public housing agencies are required to prepare (and possibly submit to HUD). (*Note that PHA Plan Requirements were amended in 2008 by the Housing and Economic Recovery Act of 2008 or HERA
Property	Real property consisting of vacant land or buildings, or a portion thereof, that is excess, surplus, or designated as unutilized or underutilized in surveys by the heads of landholding agencies conducted pursuant to Section 202(b)(2) of the Federal Property and Administrative Services Act of 1949 (40 U.S.C. 483(b)(2)).
Public Housing	Low income housing, and all necessary appurtenances thereto, assisted under this Part. The term public housing includes dwelling units in a mixed finance project that are assisted with assistance under this part and subject to an ACC.
Public Housing Agency (PHA)	Any state, county, municipality, or other governmental entity or public body (or agency or instrumentality thereof) that is authorized to engage or assist in the development or operation of public housing under this Part.
Public Housing Project	Public and Indian housing developed, acquired, or assisted by HUD under the Act, other than under of the Act, and the improvement of such housing. The term shall include all real and personal property, tangible and intangible, which is acquired or held by a PHA in connection with a project covered under their ACC.
Public Housing Requirements	All requirements applicable to public housing including, but not limited to, the Act, HUD regulations, the ACC, HUD notices, and all applicable Federal statutory, executive order and regulatory requirements, as these requirements may be amended from time to time.

Required Conversion Plan	PHAs owning development subject to required conversion must prepare this plan in accordance with 24 CFR § 972.130. A summary of the required conversion plan must be included as part of PHA's next PHA Plan or MTW Annual Plan. In addition, components of the plan must be included as part of the voluntary conversion application (HUD-52860) to the Special Applications Center (SAC).
Tenant-Based Rental Assistance	HUD assistance to low- and very low-income families (as defined by the Act) in obtaining decent, safe, and sanitary housing in private accommodations by covering the cost difference between what the families can afford and the approved rent for an adequate housing unit.
Tenant Protection Public Housing Relocation Vouchers	Vouchers allocated by HUD to replace dwelling units that cease to be available as assisted housing. Unless otherwise required by appropriations acts, HUD only issues tenant-protection vouchers for occupied units.
Voluntary Conversion Plan	PHAs applying for voluntary conversion for a development must prepare this plan for in accordance with 24 CFR § 972.230. A summary of the voluntary conversion plan must be included as part of PHA's next PHA Plan or Annual MTW Plan to HUD. In addition, the plan must be included as part of the voluntary conversion application (HUD-52860) to the Special Applications Center (SAC).